

		Monday, 11:30 - 12:00 pm		Tuesday, 11:30 - 12:00 pm		Wednesday, 11:30 - 12:00 pm	
Week of 5/2/2011	1	Maint. Mech. List of attendees	rlop		niso		siso
	2		fcc		alky/ poly		sru
	3		d&R east		d&r west		transfer & blend
	4		utilities		eod		cogen
Week of 5/9/2011	1	Maint. Mech. List of attendees	rlop		niso		siso
	2		fcc		alky/ poly		sru
	3		d&R east		d&r west		transfer & blend
	4		utilities		eod		cogen
Week of 5/16/2011	1	Maint. Mech. List of attendees	rlop		niso		siso
	2		fcc		alky/ poly		sru
	3		d&R east		d&r west		transfer & blend
	4		utilities		eod		cogen
Week of 5/23/2011	1	Maint. Mech. List of attendees	rlop		niso		siso
	2		fcc		alky/ poly		sru
	3		d&R east		d&r west		transfer & blend
	4		utilities		eod		cogen

Ensure this is not the same converstaion for each Maint. Crew - build on discussion.
Build off of the last weeks information... issues identified.
Refreshments - cookies, sodas, make it a pleasant event.

Maint. Supervisor do you have people normally assigned to a single area?
Who are the Main. Supervisors provide a list of maint. Mechanics who will be attending each meeting.
What if the supervisor is on vacation?
Greg Lowe - off his replacement will be
week of 5/23 Pat Mitchell - who will his replacement be?
work order creation - MAXIMO
meeting locations
ops crews won't have every person in attendance
list of operations crew members